

Present: Chairwoman Sherrill Cline, Lynne Remington, Pat Brown, Diana Warren, Thomas Friedlander, Scott Smigler, Nancy Kilcoyne, Mara Huston, and
Acting Director of Planning and Community Development, Beth Suedmeyer
Absent: Eric Poch

At 7:02 p.m., Chairwoman Cline called the meeting to order.

Review and Vote on Community Preservation Act – FY20 Project Requests

At 7:02 p.m., Chairwoman Cline opened the discussion to review and vote on project submissions received for requests for FY20 Community Preservation Act (CPA) funding.

The Committee's first item is to review the Financial Report submitted by Finance Director Dennis Keohane. Ms. Suedmeyer noted the Treasurer has been conservatively estimating the 11% State match in the past and is doing so for FY20. However, he would do otherwise if requested by the CPC.

Mr. Friedlander asked if there was a request for the Town Hall renovations. Chairwoman Cline stated she has spoken with Melissa Murphy-Rodrigues, Town Manager, who stated that the Board of Selectmen would be meeting soon. Ms. Murphy-Rodrigues hoped at that time the Board will make a decision on a request for funding in May 2019. Mr. Friedlander asked if tonight's voting on the other applications was then premature. Chairwoman Cline stated no. Ms. Suedmeyer noted the Town Hall and Camp Sewataro are 2 projects that will require additional planning and funding and there are no firm numbers at this time. The request at the next meeting may be for partial funding or placeholders for the projects. There is the request for administrative funds for the appraisal of Camp Sewataro.

Ms. Brown explained that at the Selectmen's December 18th meeting, they discussed the possibility of CPC funding Town Hall. The proposal was that the CPC refrain from bonding any projects between now and 2023, then bond the entire Town Hall project, and then use the annual historic reserves to pay down the debt. Ms. Brown asked the Committee what they would like her to tell the Selectmen regarding the Town Hall project. Chairwoman Cline asked the Committee if anyone thought this proposal was a good idea. Ms. Huston stated that would hamstring all other CPC historical projects.

Chairwoman Cline asked Ms. Brown to inform the Board of Selectmen the Committee is not in favor of funding the Town Hall project entirely. However, was there a lesser amount the BOS would ask of the CPC?

Chairwoman Cline stated the bonding capacity is \$2-2.5 million and if they commit to that they will be unable to buy anything else for several years. Chairwoman Cline stated there was another option which was to spend some of their bonding capacity.

Ms. Huston voiced her concern that the \$1.3 million that was in the Melone stabilization fund could be used for these capital projects. Ms. Brown stated the \$1.3 million stabilization fund was established to restore the Melone property. Since they never did anything with the property, the money is still there. Ms. Brown stated the \$1.3 million can be reallocated, but that has to be approved by a $\frac{2}{3}$ vote at Town Meeting. She confirmed that upon proper Town Meeting vote, the funds can be considered for capital expenditures, but there is nothing expected for this May Town Meeting.

Mr. Friedlander asked if the entire reserved amount in the historical category, which was stated to be \$751,430, is not expended, will the balance be carried over. Chairwoman Cline stated yes. There was discussion of the numbers reflected in the financial report provided and how the \$220,000 reserve was calculated. It was confirmed that the reserve in the historical category did not reflect the current application.

PROJECT SUBMISSION FORM – Featherland Multisport Court Project - (\$220,000.)

Ms. Kilcoyne asked if LS has come back to offer any additional funds. Ms. Huston stated Park and Recreation has not met again since the last meeting and the LS has not made an additional offer. Ms. Huston noted the maximum amount requested in \$220,000, but that additional funding will be sought from free cash. She reiterated that there will be a final number obtained before Town Meeting when the bids are received. Mr. Friedlander asked why other funders would increase their funding if CPC agreed to fund the full amount of the request.

Chairwoman Cline stated the standard language when awarding funding will read “not to exceed \$220,000.” The options are to fully fund the project, or to allocate for a lesser amount because there is \$36,000 remaining from last year and \$10,000 in funds from LS.

Ms. Huston stated they will not have an actual number until they go to bid. DPW has been authorized to go to bid in March and then they will have a firm number for May Town Meeting.

Mr. Smigler asked what is taking so long for a quote. Ms. Huston stated there is a lot of uncertainty in the construction market now. Ms. Huston stated the DPW got the number from the vendor who did the installation of the first courts and the basketball courts. Ms. Huston stated that vendor did a fantastic job and the DPW is hoping they will bid again.

Ms. Huston moved: To support the Multisport Courts reconstruction with the value not to exceed \$220,000. Mr. Friedlander seconded.

On further discussion, Mr. Smigler questioned whether the Committee should vote on each project without looking at all the projects together and prioritizing them.

Chairwoman Cline pointed out that if the Coolidge project was awarded the 10% housing reserve of \$220,000, and all the other applicants, excluding Town Hall and Sewataro, were awarded the full amount requested, that the total requested was \$793,000, which was less than the amount of the FY 20 budget. Ms. Brown stated she had concerns about reducing the amount of the request from Coolidge as that project was necessary to keep the Town above the 10% on the SHI. She proposed instead that a prior year's allocation to the Sudbury Housing Authority of \$180,000 be reverted. That amount, in addition to the \$220,000 would bring the award to \$400,000 of the \$452,000 requested.

Mr. Friedlander stated that he supports affordable housing but is not totally comfortable with the need for CPC to support such a heavy load and he is not total comfortable with the amount of the administrative profit included in Coolidge's budget. He believed that the project would proceed regardless of whether CPC fully funded their request.

Ms. Remington suggested that the Committee should discuss each project and take a straw vote as each project was considered and then take a final vote at the end. Mr. Smigler agreed with this approach.

Mr. Smigler asked if there was a down side to reverting the funds appropriated to the SHA. Chairwoman Cline stated the Housing Authority does not want to revert their funds when they are actively looking to buy a piece of property. They have \$180,000 and had been allocated but not expended \$212,000 and \$90,000 from the National Development Mitigation Fund. It was explained that although both Coolidge and the SHA provided affordable housing, they were for different populations (seniors vs families) and the SHA also seeks to house people of lower income than the Coolidge.

Mr. Smigler suggested that the Committee review all project submission requests and vote on each after all have been reviewed.

Discussion moved to the

Playground Modernization Project.

Chairwoman Cline stated the request was for \$235,000 and asked if there was any discussion.

Ms. Huston stated she could not understand the spreadsheet that was submitted for the Playground Modernization Project. Stephanie Juriansz, Interim Director of Student Services came before the committee to clarify the spreadsheet. She confirmed that the request for FY 20 was for \$235,000 which reflected grants received in the amount of \$100,000 for the Nixon school. The Haynes school has been completed with a balance remaining in the budget of \$57,000. The Noyes school will be done in the summer of 2019 and they are anticipating a balance of \$35,000 (fundraising of \$10,000 and grant received of \$25,000). The spreadsheet reflected that the intention was to apply these balances to the

cost of the Loring playground so that the projected additional funds necessary for the Loring project would be \$112,000. Ms. Warren asked if the remaining funds from the Haynes and Noyes projects would be applied to Loring instead of returned. Ms. Juriansz confirmed that was their intention.

Ms. Warren stated she was under the impression the proponents were not going to come back to CPC for additional funding. Ms. Juriansz stated they are trying to plan in advance so they wouldn't need to.

Mr. Friedlander asked whether any funds left over from the Noyes project would be returned to the CPA fund and free cash in proportion to the allocations made? It was explained that their intention is to roll over any balance remaining to the Loring school project. Chairwoman Cline asked if Ms. Juriansz if their intention is to ask every year for the money to be carried over and reallocated or to wait until the last project. Chairwoman Cline asked how that would be worded on the warrant. Ms. Suedmeyer feels they will have to be separate articles to reallocate the free cash and the CPC funds.

There was further discussion about the use of appropriated funds for more than one school. Ms. Suedmeyer stated it is all within the wording of the article CPC submits. The Committee could word the article specifically allowing the funds to be used for more than one school. Ms. Brown stated they need to figure out how the Noyes article was written and whether it would allow for any left over funds be used for other schools. Ms. Huston asked whether the School Public School was contributing to the cost. The answer was that there were no funds in their operating budget for this project.

Jean Nam, 81 Newbridge Road clarified SPS funds are for the operating budget not for capital projects. However, it was stated that the SPS staff are very involved in the development of the playgrounds.

Chairwoman Cline asked if there were any further questions. Ms. Brown, upon reviewing the article funding the Noyes school, pointed out that it specified that the funds were for the Noyes school. She would like to follow up on the remaining funds and their allocation for the Noyes School to make sure the proper accounting is done between the allocations from free cash and CPC.

Chairwoman Cline asked whether there was any further issues to be discussed on this application. None was mentioned.

ADMINISTRATIVE BUDGET - FY20

Chairwoman Cline discussed the FY20 budget which had been distributed to the Committee. Chairwoman Cline stated the total proposed budget for FY20 is \$82,500. Chairwoman Cline noted on the FY20 CPC Financials, the Administrative Funds is listed

at \$105,950 which is 5% of the estimated annual revenue. However, a lesser amount can be allocated, making the FY20 \$872,840 budget increase to \$893,790.

Ms. Huston asked about the \$5000.00 request for admin funds for the Sewataro appraisal. It was explained that that request is for FY19 admin funds. Ms. Suedmeyer stated there is \$44,000 remaining in the FY19 admin budget out of the \$60,000 allocated for project feasibility. Ms. Suedmeyer confirmed that the remainder of unspent admin funds stays in the undesignated fund and does not roll over year to year.

VOTE ON ADMINISTRATIVE BUDGET FY20

Chairwoman Cline made a motion to approve the Administrative Funds of \$85,000 for FY20. Ms. Huston questioned whether the proposed salaries in the budget were sufficient given the increase in minimum wage effective January 1. Ms. Suedmeyer states she feels the number will be fine but will check on it.

On motion duly made and seconded by Mr. Friedlander, it was unanimously:

VOTED: To approve \$85,000 for Administrative Funds.

Returning to the list of applicants, Chairwoman Cline turned the discussion to Coolidge. Mr. Smigler wanted confirmation that they would build 56 units regardless of the allocation from CPC. Chairwoman Cline pointed out that he had received that commitment from them. He wanted to condition the allocation on 56 units built in 18 months. It was pointed out that DHCD has mandated everything and we can't interject conditions at this point. Mr. Friedlander recommended \$220,000. Ms. Remington recommended more than the minimum. Mr. Smigler suggested the CPC get clarification on the final cost of the project.

Chairwoman Cline suggested a compromise figure to the Committee. If all the applicants except the Coolidge, Town Hall and Camp Sewataro projects were fully funded, there would be a balance of \$320,790 remaining in the budget of \$893,790. She suggested funding Coolidge in that amount. She suggested fully funding the other applicants as, in her opinion, their requests were reasonable. Ms. Brown asked whether there should be consideration of Town Hall and Sewataro. Ms. Cline suggested that the amount of their annual budget did not include enough money to make a significant contribution to the bigger projects to the detriment of the other projects.

Ms. Warren suggested awarding Coolidge \$320,000. This amount was agreed to.

Mr. Smigler posed a question to the Committee about whether the CPC was allocating more than the minimum housing reserve because the Committee believed so much in this project that it wanted to support it. Mr. Smigler reminded the Committee that if the funds were spent here, they would be unavailable for other projects, but to a certain extent, it was all tax payer funds whether a project was paid from this current revenue or bonded.

Ms. Warren asked what the 10% reserve was for the historic category. Chairwoman Cline stated the FY 20 amount was \$220,718, which includes some reserve. (She had previously explained that the 10% of this year's estimated annual revenue was \$211,900 but that the Finance Director had added additional amounts received from the FY19 state match.) It was also confirmed that if the allocated funds were less than the 10% mandated amount, the balance was placed in reserve for future use. Ms. Suedmeyer also confirmed that is was the discretionary policy of this committee to limit its annual spending to the difference between the estimated annual revenue and the fixed expenses each year. Any funds in one of the reserve accounts that remains unused is carried over year to year.

COMMITTEE VOTES on FY20 Project Applications:

PROJECT SUBMISSION FORM – Featherland Multisport Court Phase 2 Project

Ms. Huston had previously made a motion to approve \$220,000 which Mr. Friedlander had seconded.

On motion duly made and seconded, carried by majority with Mr. Smigler, Ms. Brown, and Ms. Kilcoyne abstaining:

VOTED: To approve \$220,000 for Featherland Multisport Court Project, Phase 2.

Ms. Brown and Ms. Kilcoyne reiterated their concerns that if CPC approves the full amount of the project, there is no incentive for other funders to contribute. Ms. Brown highlighted the total cost of the courts at \$440,000 which was primarily driven by LS's need for tennis courts, and the rather minimal amount of \$10,000 it has thus far contributed. Ms. Huston said she intended to go back to LS, but also pointed out that one point of negotiation between Park and Rec and LS would be around the fees LS is charging for the use of its fields. Ms. Huston said she intends to request free cash from CIAC. Ms. Brown pointed out that there is very little free cash remaining for distribution in May. Ms. Huston again reiterated that won't have a firm number for the cost until the project bids are received and it is possible that the full amount awarded won't be needed. Chairwoman Cline stated that at the CPC's next meeting, they will review the wording of the articles and reports and will have the opportunity to take Ms. Kilcoyne's concerns into account. Ms. Huston stated that the CPC will need to review the last article to confirm that the leftover funds from Phase 1 can be rolled over into this phase.

PROJECT SUBMISSION FORM – Playground Modernization Project

Chairwoman Cline made a motion to approve \$235,000 for the Nixon Public School. Ms. Remington seconded.

On motion duly made and seconded, carried by majority with Ms. Brown abstaining.

VOTED: To approve \$235,000 for Playground Modernization Project

PROJECT SUBMISSION FORM – Coolidge at Sudbury- Phase 2

Mr. Friedlander made a motion to approve \$320,000, seconded by Ms. Brown

On motion duly made and seconded, carried by majority with Mr. Smigler abstaining:

VOTED: To approve \$320,000 for Coolidge at Sudbury- Phase 2

PROJECT SUBMISSION FORM – RHSO Membership

Ms. Remington made a motion to approve \$30,000. Ms. Huston seconded.

On motion duly made and seconded, vote is unanimous:

VOTED: To approve \$30,000 for RHSO Membership

PROJECT SUBMISSION FORM – Sudbury Newspaper Digitization

Ms. Remington made a motion to approve \$25,000. Ms. Warren seconded.

On motion duly made and seconded, vote is unanimous:

VOTED: To approve \$25,000 for Sudbury Newspaper Digitization

PROJECT SUBMISSION FORM – Smoke & Fire Protection for Loring Parsonage

Ms. Remington made a motion to approve \$63,000. Ms. Warren seconded.

On motion duly made and seconded, vote is unanimous:

VOTED: To approve \$63,000 for Smoke & Fire Protection for Loring Parsonage

FINANCE REPORT

Discussed earlier.

ADMINISTRATIVE FUNDS REQUEST - Camp Sewataro Appraisal

The Committee reviewed and discussed the request.

Ms. Remington made a motion to approve \$5,000 from FY19 Admin funds. Ms. Huston seconded.

On motion duly made and seconded, vote is unanimous:

VOTED: To approve \$5,000 for Camp Sewataro Appraisal

REVIEW & APPROVE 2018 TOWN REPORT

Chairwoman Cline stated the Committee was still waiting on final numbers from Dennis Keohane. The Committee will review and vote at their next meeting on January 16, 2019.

MEETING SCHEDULE:

The Committee confirmed the upcoming meetings are set for 7:00 pm on January 16, 2019.

MINUTES:

The minutes of December 5 and 19 will be distributed to the Committee for review at their next meeting

ADMINISTRATIVE REPORT:

No report at this time.

Misc:

Ms. Brown stated she would like to consider the reversion of \$180,000 for Housing, \$420,000 for CSX, and the money allocated for the 75% design of the BFRT at the next scheduled meeting. Chairwoman Cline agreed to put this on the agenda.

Mr. Smigler asked about the annual reports that the proponents had been asked to provide. Some had been received which will be made available. Ms. Brown reported that the Town Center Landscaping project is ongoing. Ms. Rodrigues has been asked about reverting the balance allocated for the Melone study. Ms. Cline reported on the status of the CSX related legislation which is that it is actively being pursued by Representative Gentile.

Mr. Smigler suggested the Committee ask CIAC to review the votes taken tonight. Mr. Smigler asked again for a commitment that the Coolidge Project will move forward despite the construction gap. Mr. Smigler stated his reason for abstaining was concern about whether we had chosen the correct number. Ms. Suedmeyer advised that she is having regular conversations with the proponents and any reduction in the construction will be in the use of materials and not in the number of units. She advised that she expected the proponents will be pleased with the amount of the award made tonight.

On motion duly made and seconded, it was unanimously:

VOTED: To adjourn the meeting at 8:40 p.m.